

## **Peninsula Soccer Association – Board Meeting**

Thursday September 26, 2006

### **ATTENDEES:**

**Board Members:** Terry Bouthillier, Anne Buxton , Dave Erb, Kim Erb, Sharon Guenther, Sarah Higgs, Bob Hope, April Ogloff, Terri O'Keeffe, Mike Schmidt, Val Scott-Moncrieff, John Teeney (Chair)

**Others:** Dixie Allen (Registrar), Duncan Kenzie (parent)

**Absent:** Lauren Bicknell, Alex Campbell

### **1. Agenda**

**MOVED** (Sharon) **2<sup>nd</sup>** (Bob) to accept the agenda .. **CARRIED**

### **2. Minutes.**

**MOVED** (Terri O) **2<sup>nd</sup>** (John T) to accept the minutes of August 26, 2006. **CARRIED**

Discussion about item #4..."Val will take on chair of scheduling. Debbie will assist Val." John noted that Val is not on the scheduling committee. However, at the time of the meeting it was decided that Val would chair that committee...it was sometime after the meeting that it was decided that Val would not chair the scheduling committee.

### **OLD BUSINESS**

**3. Committees: Recruitment and Planning –** Committee chairs were asked to present their plans for their committee's showing who they have recruited to work with, their terms of reference (roles & responsibilities) and their action plan for the year. None were ready. Chairs will have these ready by next Board Meeting. Terri will send out template again. **ACTION: All Committee Chairs**

**4. Super 8 Tournament –** Has been cancelled as not enough response.

### **NEW BUSINESS**

**5. U14 Boys –** Mike outlined complaints received from this age group. Two U14 boys went to try-outs for the U14 Boys silver team and were advised by the coach that they had made the team. They were later cut from the team...than re-instated after parents complained and then cut again. Complaint was also received about coach informing one parent about the ranking of another player.

Mike talked to the coaches, parents and age group coordinator and found that the Age Group Coordinator and Coaches did not follow the proper process and club policy. One of the players has now been re-instated on the silver team and the other is playing bronze and both are satisfied with the outcome after Mike's intervention.

- Also an issue with the Bronze team feeling neglected. Their age group coordinator who was also the gold coach failed to put in a declaration for them so they were not included in the LISA schedule and so missed playing the first game of the season. Mike held a meeting with parents last Saturday to hear their concerns.

Mike says lessons learned that need to be addressed for next year:

- Before any teams are announced the lists have to come back to the Player Assessment & Placement Committee to ensure the proper process has been followed.
- Need to improve communication.
- Age Group Coordinator should not also be a coach, asst coach or manager (or related to any of these) in the same age group.

Terri O mentioned that she and Terry B are working on re-writing the roles and responsibilities of the Age Group Coordinator and other positions and will take these points into account.

## 6. Blue Heron Field Use

Requests have been received from Metro teams who would like to have some practice time at Blue Heron. Most of these teams have parents who are on the Board or connected to our club. The following points/concerns were raised by Board members:

- About the appropriateness of allowing Metro teams access to our fields because their parents are connected with the Board.
- Whether we should be allowing any other teams outside of our club access to Blue Heron due to the fact that the field is new and concern about wear and tear on the new field.
- That even if we do allow access to other teams some guidelines for use and rental should be drafted for the Board's review.
- That the club needs money and this could generate further funds.

**MOTION:** (Mike) 2<sup>nd</sup> (Bob) That we rent out Blue Heron for \$60 per hour and that this will be reviewed by July 1, 2007. **CARRIED** (Opposed Terri O'Keeffe, Terry Bouthillier)

It was noted that there still needs to be guidelines for use and that this rate and any guidelines need to be approved also by Memorial Park Society. It was understood that no Peninsula teams would be moved from Blue Heron to accommodate teams outside the club who wanted to rent the field.

**7. Use of our fields by Metro Teams** – Dave asked whether we could make some of our other fields (ie Centennial and Alexander) available to Metro teams. It was pointed out that Central Saanich owns these fields and they allow us to use them at no cost. Therefore it would not be appropriate for us to allow others to use them without CS permission. It would also not be appropriate for us to charge them a fee. Also, concern that our club invests money in the maintenance of these fields; by allowing Metro teams access we increase the wear and tear on the fields and our maintenance costs which we can't recover from them. Dave says he'll check with CS about insurance implications of letting Metro teams using the CS fields that are assigned to us and bring this information back to the Board. No decision was made on whether Metro teams would use the CS fields or not.

## 8. Financial Report

a). Reviewed financial statements as at August 31, 2006 presented by April.

- Questions about why goal posts and equipment are not included under assets? April will review and include this in future.
- Room rentals – noted that we're spending too much on this. Need to reduce spending in this area.
- Was noted that out of the funds in our operating account, \$17,500 needs to be sent in for the 2007 Fifa ticket sales (this should be shown as a current liability)
- Storage fees to date are higher than budgeted as we had expected to have clubhouse built which would have provided us with free storage space.

b). **Lottery Funds** - April reported that she had called the Gaming Commission about the letter they had sent cautioning us that if we have too much in our operating account we may not get a lottery grant in the future. Was felt that we will have no trouble spending the funds in our operating account this year.

**MOTION** (April) 2<sup>nd</sup> (Sharon) to accept the financial statements.

**CARRIED**

c). **Blue Heron loan** – Dave advised that the guarantors of the loan for the clubhouse do not want to amortize it over 10 years – only 5 years. This would make payments higher than we could manage. One option is to take out the loan but take out a lesser amount so that we can at least pay the bills left to pay for the field (aprox \$58,000). However it was noted that to take out the loan we would have to pay \$3500 in legal fees and also open a new bank account and maintain a minimum \$5,000 in the account.  
- Reviewed net amount in our operating account now and the amount we absolutely must have to operate for the balance of the year:

Gym Rental	6,500	
Ref fees	10,500	
Regist. Fees refunds	7,000	
Tech development	18,000	
Equipment	15,000	
Storage	nil	(will pay out of next year budget)
Total	62,000	

April advises we have aprox \$120,000 (net) in our operating account after deducting amounts we'll have to pay to LISA, Fifa 2007 etc. Was also noted that we still have revenue to come in from clothing sales and sponsorship program. Other costs that we haven't budgeted for include the fencing at Blue Heron and grass cutting.

Agreed that we're better off to pay the Blue Heron bills from our operating account rather than incurring extra costs in taking out the loan.

**MOTION: (John) 2<sup>nd</sup> (Kim)** To move \$58,000 from our operating account to the MPS Blue Heron Account to pay the outstanding bills for the Blue Heron Project. **CARRIED**

**9. Registrar's Report-** Dixie reported that we now have 72 teams and 944 players registered.

**10. Referee Report**

**a). Ref Fees** – Bob says LISA has recommended new game fee schedule for payment to referees as follows:

U17/18 - \$40 (no change)

U15/16 - \$35 (up from \$30)

U13/14 - \$30 (up from \$25)

Bob also recommends that we increase Super 8 fees as follows:

U11/12 - \$15 (up from \$10)

Mini games - \$10 (no change)

Each club can decide whether they want to increase what they pay refs. However, was noted that it is getting very hard to get refs for games. If we pay less than other clubs this may get even harder.

**MOTION(Bob) 2<sup>nd</sup> (Kim)** To accept the LISA recommendation for referee fee increases as noted above. **CARRIED**

**MOTION (Bob) 2<sup>nd</sup> (Sharon)** To accept Bobs recommendation to increase referee fees for Super 8 games to \$15 per game. **CARRIED**

**b). A/V Equipment** – All LISA clubs were given in legacy a VCR and a television from the U19 Women's Championship back in 2002. Bob is now the custodian of this equipment. If anybody needs to use it they can contact him. He will use it for referee training. Bob suggested we also purchase a projector which can be used for referee training and for other club presentations.

**MOTION (Bob) 2<sup>nd</sup> (Sharon)** To purchase a Epsom Powerlite S4 Projector for the cost of \$848.40 (including taxes). **CARRIED**

**c). Club Asst Ref Clinic** - scheduled for Sunday Sept 24<sup>th</sup> had a great turn out (40). Another clinic can be arranged if required.

**d). Class 5 Clinic** - was a success. Fifteen new Peninsula class 5 referees were trained as well as another 15 from other clubs. Cost of the clinic for our club was only \$71.54 as the fees we charged individuals from other clubs covered most of the cost.

**11. Linespersons for Mini games** – Sarah wanted confirmation about whether linesperson at Mini games was considered a volunteer duty. Agreed that one linesperson per Mini team (U8-10) would be allowed as a volunteer duty.

**12. Brick Program** – John reported that we have now sold 45 bricks.

**13. Paint Drive** – John wants to have a "paint drive" soon so we don't have to purchase paint to line our fields. He'll send details to Terri to send out to the club.

**14. FIFA** – John reported that other clubs are adding a \$5 surcharge onto their FIFA tickets. We will also implement this with ticket sales from now on.

**15. Rotary Park Concession** – Sarah advised that there is noone to manage the concession at Rotary Park despite several requests. Was decided we just won't open the concession until a manager comes forward.

**ADJOURNED at 10pm.**

